

**BOARD OF DIRECTORS MINUTES
OCTOBER 28, 2024**

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100: CALL TO ORDER & DETERMINATION OF A QUORUM

The meeting of the Linn-Mar Board of Directors was called to order at 5:00 PM at Marion City Hall (1225 6th Avenue, Marion). Roll was taken to determine a quorum. Present: Buchholz, Foss, Lowe Lancaster, Mansoor, Morey, Thomas, and Walker. Administration present: Kortemeyer, Galbraith, Christian, Ramos, Nelson, and Frick. Absent: Wear.

200: ADOPTION OF AGENDA – Motion 47-10-28

MOTION by Thomas to approve the agenda as presented. Second by Walker. Voice vote, all ayes. Motion carried.

300: AUDIENCE COMMUNICATIONS (SPG #1-Community Engagement)

No communications received.

400: MISSION MOMENT (SPG #1-Community Engagement / BG #2.e-Student Learning)

The Board of Directors highlighted several district successes including a great week of parent/teacher conferences with thanks extended to the staff and parents, kudos to the Indian Creek PTO for utilizing an online fundraising app that is easy and fun for families, offering congratulations to the students and directors who performed during the fall concert series and who participated in the All-State/Opus fine arts events, and extending kudos to the district volunteers for sharing their time and voice with the district. Thanks were also shared with the volunteer readers and coordinators of America Reads Day for ensuring it was a great success for the students.

500: INFORMATIONAL REPORTS/DISCUSSIONS

501: Fiscal Year 2024 Financial Review – Exhibits 501.1 and 701.1

Jonathan Galbraith, Chief Financial/Operating Officer, reviewed the district's FY24 financials including information on the various funding buckets, a review of the various funding accounts included in the Certified Annual Financial Report, information on the Special Education supplement, and the annual transportation report summary.

(SPG #5-Resource Management / BG #3.c-District Culture)

502: Policy Committee Report (BG #1.c-Visionary Team)

Directors Buchholz, Thomas, and Walker reported that the October 8th and October 21st Policy Committee meetings focused on developing a policy on naming of facilities and updates to *Policy 1005.5 Revenue Enhancement, Gifts, and Facility Naming Rights*. It

was also reported that *Policy 205.5 Board Member Social Media Engagement* remains tabled until a work session can be held with a representative from IASB.

503: School Improvement Advisory Committee Report

Directors Lowe Lancaster, Morey, and Thomas reported that topics during the October 10th SIAC meeting included a review of the Strategic Plan; major educational needs; goals for student learning, long-range improvement, annual improvement, and progress of the goals; relationship building; and graduation rates.

(SPG #1-Community Engagement & 5-Resource Management / BG #3.c-District Culture)

504: Board Visit Report *(BG #2.b-c-Student Learning)*

The Board of Directors reported that they enjoyed the excitement of the students and staff during their October 17th visit to Linn Grove Elementary, as well as reading to the students and watching the students learn the process of thinking through an issue. The board was also impressed with the student leaders who facilitated the tour.

505: Marion City Council Report *(SPG #1-Community Engagement / BG #3.d-District Culture)*

Director Thomas reported that during the October 17th Marion City Council meeting the moratorium on commercial development along Tower Terrace Road was extended until July 1, 2025.

506: Diversity/Equity/Inclusion Committee Report

Directors Lowe Lancaster and Mansoor reported on the October 21st DEI meeting. Director Mansoor reported she resigned as chair of the committee due to her new role as a seated board member. The committee is in the process of naming a new chair, vice president, and secretary which is done on an annual basis. The committee now includes four high school student representatives that brought great insights into the conversations on the committee's goals, strengths/successes, and areas of improvement. *(SPG #1-Community Engagement / BG #1.c-Visionary Team)*

507: Superintendent's Report – Exhibit 507.1 *(SPG #1-Community Engagement)*

Superintendent Kortemeyer shared several district honors and highlights, reported that the administrative staff has moved into the new administration building and offered thanks to the staff of Boulder Peak and Hazel Point for hosting everyone for the last few months, shared updates on ongoing construction projects, reviewed her recent meeting attendance, and offered a reminder that school will not be in session on November 5th due to several of the district facilities being utilized as polling places.

600: UNFINISHED BUSINESS

700: NEW BUSINESS *(SPG #5-Resource Management / BG #3.c-District Culture)*

701: Approval of FY24 Certified Annual Financial Report – *Motion 48-10-28*

MOTION by Walker to approve the Certified Annual Financial Report for fiscal year 2023-24 as presented in Exhibit 701.1. Second by Lowe Lancaster. Voice vote, all ayes. Motion carried. **Exhibit 701.1**

702: Approval of Early Graduation Requests – Exhibit 702.1 *Motion 49-10-28*

MOTION by Morey to approve the first quarter early graduation requests as presented. Second by Lowe Lancaster. The board extended congratulations to the early graduates. Voice vote, all ayes. Motion carried.

Brown, Carter	Merrill, Tate
Ewert, Brilee	Rogers, Joah
Goplin, Jordan	Straw, Dominic
Kindl, Anna	

703: SBRC Allowable Growth Request for EL Excess Costs – *Motion 50-10-28*

MOTION by Lowe Lancaster to authorize district administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$497,138.73, relating to the fiscal year 2024 English Learner excess costs. Second by Mansoor. Voice vote, all ayes. Motion carried. **Exhibit 703.1**

704: Letting of Bus Bids – *Motion 51-10-28*

MOTION by Lowe Lancaster to approve the letting of bus bids for the purchase of four replacement buses for a total cost not to exceed \$650,000.00 with the expense to be funded by PPEL dollars. Second by Mansoor. The board requested a visit to the Transportation Department. Voice vote, all ayes. Motion carried.

705: Approval of Open Enrollment Requests – *Motion 52-10-28*

MOTION by Mansoor to approve the open enrollment requests as presented. Second by Morey. Voice vote, all ayes. Motion carried.

Approved OUT	Student Name	Grade	Requested District	Reason
	Stark, Violet	8	Marion Independent	Good cause

Denied OUT	Student Name	Grade	Requested District	Reason
	Pitkin, Evan	4	Alburnett CSD	Late, no good cause
	Pitkin, Jon	8	Alburnett CSD	Late, no good cause

706: Discussion on Early Separation

President Buchholz facilitated a discussion regarding early separation with the recommendation from administration not to offer it this year. The full board agreed with the recommendation.

707: Discussion on IASB Proposed Articles of Incorporation & Bylaws-Exhibit 707.1

President Buchholz facilitated a discussion on the Iowa Association of School Boards' proposed Articles of Incorporation and bylaws amendment that will be presented for vote during their delegate assembly in November that included language updates for greater clarity, the removal of associate memberships, and the ability for IASB to offer limited services to non-members. The full board agreed that the district's delegate should ask clarifying questions on the removal of associate memberships and provide feedback to IASB that Article III, Section 6 should be removed.

800: CONSENT AGENDA – Motion 53-10-28

(SPG #4-People/Culture & #5-Resource Mngmt / BG #3.a, c, d-District Culture)

MOTION by Morey to approve the consent agenda as presented. Second by Walker. Voice vote, all ayes. Motion carried.

801: Personnel

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Akili, Nadine	EX: Student Support Associate	10/21/24	LMSEAA A, Step 1
Andersen, Jay	NS: BP General Help	10/7/24	PTNS, Step 1
Bures, Jessica	LMHS: Student Support Associate	10/8/24	LMSEAA A, Step 1
Cassady, Brecken	LMHS: Student Support Associate	10/28/24	LMSEAA A, Step 1
Covey, Breanna	NS: HP From Cashier to Lead Baker	10/4/24	LMSA A+.25, Step 1
Friberg, Thomas	BW: Custodian – 4 hours/day	10/16/24	LMSA C, Step 1
Fry, Sara	LG: Student Support Associate	10/28/24	LMSEAA A, Step 1
Garcia, Joanna	TR: From Van Driver to Bus Driver	10/16/24	Step 1
McQuilliam, Jean	TR: Bus Rider	10/22/24	Step 1
Nevitt, Myrnae	EH: Student Support Associate	10/14/24	LMSEAA A, Step 1
O'Brien, Donna	NE: Student Support Associate	10/17/24	LMSEAA A, Step 1
Rounds, Tracy	O&M: From 6.5 to IC Custodian 8 hrs/day	10/14/24	Same
Skeins, Haley	WF: Student Support Associate	10/28/24	LMSEAA A, Step 1
Smith, Amy	IC: Student Support Associate	10/28/24	LMSEAA A, Step 1
Torres-Diaz, Edgardo	NS: LMHS General Help	10/21/24	PTNS, Step 1
Washburn, Stephanie	AC: Aquatic Instructor	10/14/24	\$12.00/hour
Whitham, Ella	NE: Student Support Associate	10/16/24	LMSEAA A, Step 1
Whittaker-Smith, Tate	AC: Aquatic Instructor	10/3/24	\$12.00/hour
Wittenburg, Megan	LMHS: Student Support Associate	10/24/24	LMSEAA A, Step 1

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Bures, Jessica	LMHS: Student Support Associate	10/23/24	Moving to Sub Teacher
Dellinger, Charles	TR: Bus Rider	10/15/24	Personal
Moen, Kayla	EH: Student Support Associate	10/11/24	Personal

Co/Extra-Curricular Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Anderson, Jacob	OR: Asst 7 th Gr Boys Basketball Coach	10/4/24	\$3,123
Frangella, Beth	EX: Head Boys Swimming Coach	10/14/24	\$3,514
Frangella, Beth	EX: Head Girls Swimming Coach	10/14/24	\$3,514
Lippert, Jordan	LMHS: JV1 Boys Tennis Coach	10/21/24	\$3,514
Meeks, Austin	EX: Asst 7 th Gr Boys Basketball Coach	10/18/24	\$3,123
Waddell, Micah	LMHS: Asst Boys Cross Country Coach	10/22/24	\$1,200

Co/Extra-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Finnerty, Michael	OR: Asst Cross Country Coach	10/17/24	Personal

802: Approval of October 7th Board Minutes – Exhibit 802.1

803: Approval of Bills/Warrants – Exhibit 803.1

804: Approval of Contracts/Agreements – Exhibits 804.1-7

1. Lindale Mall event agreement for LM Orchestra performance
2. Larson Construction non-commercial licensing agreement
3. Shive-Hattery professional services agreement for Excelsior roof replacement
4. Shive-Hattery professional services agreement for district's annual roof and building envelope consulting and management assistance
5. Walmart/Cotton Gallery consent form to license, manufacture, and/or sell apparel bearing the LMCSO copyrighted logos/trademarks
6. Iowa Workforce Development Teacher & Paraeducator Registered Apprenticeship Program addendum #4
7. McComas-Lacina Construction change order #4 regarding the new performance venue

805: Fundraising Request – Exhibit 805.1

1. Excelsior clothing sales to raise funds for student athletic and fine arts uniforms and equipment

900: BOARD CALENDAR & COMMUNICATIONS

901: Board Calendar & Communications

Date	Time	Event	Location
<i>October 30</i>	<i>3:00 PM</i>	<i>Marion Chamber of Commerce Annual Meeting</i>	<i>Epic Event Center</i>
October 30	4:00 PM	LMHS School Counselors Advisory	LMHS College/Career Cntr
October 31	11:30 AM	Board Visit	Echo Hill Elementary
Date	Time	Event	Location
<i>November 4</i>	--	<i>No School (Professional Day)</i>	--
<i>November 5</i>	--	<i>No School (Professional Day)</i>	--
November 7	8:30 AM	Finance/Audit Committee (F/AC)	Business Office Conf Room
November 7	4:05 PM	Venture Academics Advisory (VAA)	Venture Room 304/305
November 7	5:30 PM	Marion City Council (<i>Thomas</i>)	City Hall
November 11	5:00 PM	LMCSO Board of Directors Annual Meeting	Boardroom
November 18	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom
<i>November 20-21</i>	--	<i>IASB Annual Convention</i>	<i>Des Moines</i>
<i>November 20</i>	<i>6:00 PM</i>	<i>UEN Annual Meeting</i>	<i>Des Moines</i>
<i>November 21</i>	--	<i>High School Conferences</i>	--
November 21	5:30 PM	Marion City Council (<i>Morey</i>)	City Hall
<i>November 27</i>	--	<i>No School (Teacher Comp Day)</i>	--
<i>November 28-29</i>	--	<i>No School (Thanksgiving Break)</i>	--

902: Board Committees/Advisories

Required Board Committees/Advisories

Committee/Advisory	Board Representatives
Finance/Audit Committee (F/AC)	Buchholz, Foss, Morey
Policy Committee	Buchholz, Thomas, Walker
Career & Technical Education Advisory (CTE)	Foss, Thomas
School Improvement Advisory Committee (SIAC)	Lowé Lancaster, Morey, Thomas

Additional District Committees/Advisories

Committee/Advisory	Board Representatives
Diversity/Equity/Inclusion Committee (DEI)	Lowe Lancaster, Thomas
Venture Academics Advisory (VAA)	Morey, Walker
LMHS School Counselors Advisory	Lowe Lancaster, Walker
MEDCO Community Promise Advisory	Buchholz
Linn County Conference Board	Buchholz
Legislative Liaisons	Morey, Walker

1000: ADJOURNMENT – *Motion 54-10-28*

MOTION by Thomas to adjourn the meeting at 6:44 PM. Second by Walker. Voice vote, all ayes. Motion carried.

Barry Buchholz, Board President

Jonathan Galbraith, Board Secretary/Treasurer